

**MINUTES OF A REGULAR MEETING
OF THE PARKS AND RECREATION COMMISSION
OF THE TOWN OF CLARKDALE**

A regular meeting of the Parks and Recreation Commission of the Town of Clarkdale was held on Wednesday, May 12, 2021 at 5:00 p.m. Members of the Parks and Recreation Commission attended by Telephonic Zoom Meeting. Meeting ID: 827 0682 1571

Chairperson:	Allyn Backus
Vice Chairperson:	Cheryl Kessel
Commissioners:	Nick Wegman
	Gail Worden (absent)
	Cynthia Malla (absent)

Town Staff:
Parks and Recreation Manager
Parks and Recreation Coordinator

Joni Westcott
Chell Smart

AGENDA ITEM: CALL TO ORDER – Meeting was called to order at 5:07 p.m. by Chairperson Backus.

AGENDA ITEM: PUBLIC COMMENT – There was no public comment.

AGENDA ITEM: REPORTS

CURRENT EVENTS- A brief summary of current events. The Commission will not propose, discuss, deliberate or act on any legal matter in the summary.

CHAIRPERSON’S REPORT – The May 8th event on Main Street was well attended. More events of this nature may request approval to take place in the future.

STAFF REPORT – No Staff report.

SPECIAL INTEREST REPORTS- A summary of information on topics of interest to the Commission. The Commission may discuss these items but will not take legal action on any matter listed.

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Concerts in the Park

The 2021 concert schedule has also been secured:

- 6/19 – Cadillac Angels
- 7/10 – Cheek Tones
- 7/24 – Trotters Wake
- 8/7 – Big Daddy D & the Dynamites

- 8/21 – Doubleblind
- 9/4 – Come Back Buddy
- 9/18 – Johnny Lingo Trio

Promotional materials been developed for the 2021 Concert series. Jennifer Griffin from State Farm and Craig Schneider from Humana are the two sponsors for this year. Local band, Doubleblind was added to the concert lineup due to the original band cancelling on that date. No tables or booths will be present at the beginning of the season. Security will be a presence at the first concert and then Police Department walk-throughs will take place throughout the season. Signage will be up noting that masks are encouraged but not required. Distancing will be encouraged, and the public will be asked to be respectful to all attendees.

Trails – Capital improvements funds have been requested for trails in the upcoming budget. A \$30,000 Capital Improvement budget for trails has been proposed in the 2021/2022 budget.

- \$10,000 each year for four years after the 2021/2022 budget year
- Funds can be used to purchase land and aid in repairs and construction of trails

A memorandum of understanding between Cottonwood, Jerome and Clarkdale has been completed regarding the Verde Valley Circle Trail. This agreement will formalize the goal of connecting communities and trails in the Verde Valley region.

Verde River @ Clarkdale:

- \$10,000 in capital improvement funds have been requested for the bathroom on site at Lower TAPCO
- Public Works is currently developing a draft plan for the restroom design

AGENDA ITEM: MINUTES – Approval of the minutes of the Regular Meeting April 14, 2021.

Action: Approval of the minutes of the Regular meeting held on April 14, 2021.

Motion: Chairperson Backus

Second: Commissioner Wegman

Vote:

Voting Member	Aye/Nay
Chairperson Allyn Backus	Aye
Vice Chairperson Cheryl Kessel	Aye
Commissioner Cynthia Malla	X
Commissioner Nick Wegman	Aye
Commissioner Gail Worden	X

NEW BUSINESS:

AGENDA ITEM: CLARKDALE'S 4TH OF JULY CELEBRATION– Discussion and consideration of the 2021 4th of July celebration.

The Children's Parade and music in the park are being proposed to celebrate the 4th of July in Clarkdale. The parade traditionally starts at 9 a.m. The band may play from 9:30 a.m. or 10 a.m.- 11:30 a.m. Volunteers would need to arrive before 9 a.m. to assist with the festivities. The following would be addressed:

- Volunteers for water station
- Bathrooms at school
- Volunteers for parade (prizes)
- Online pre-registration for parade
- Live music (Cottonwood Community Band)

Any potential sponsor funds would pay for the band, provide awards for winners of the parade costume contest and cover the cost of the portable bathrooms. Phoenix Cement will have their banner back up at the park next to the decorations they sponsored last year.

Commissioners noted that if a gathering is planned as part of the festivities in the park, then games are enjoyed by the children. If there is a way to add a game that is safe, then that addition would be welcome. The bubble machine might be considered because it is clean. This would also fulfill the purpose of having something at the end of the parade.

The following ideas were proposed by the Commission as possible additions to the planned festivities:

- Safe games, potentially run by the school
- Bubble machine, socially distanced
- Fire truck rides

The following were less desirable:

- Ice cream social (due to risk of serving and selling food)
- Overcrowding

Action: Town Staff should continue planning the 4th of July event with the children's parade, music, fire truck rides, school games and bubbles.

Motion: Chairperson Backus

Second: Commissioner Kessel

Vote:

Voting Member	Aye/Nay
Chairperson Allyn Backus	Aye
Vice Chairperson Cheryl Kessel	Aye
Commissioner Cynthia Malla	X
Commissioner Nick Wegman	Aye
Commissioner Gail Worden	X

AGENDA ITEM: PARK SAFETY EVALUATION – Discussion and possible consideration of the 2021 Park Safety Evaluation.

Manager Westcott noted that Certified Playground Inspectors were employed by the Town to evaluate the playgrounds. The cost was \$40 per park to look at all five parks. Safety concerns were assessed and reported back to the Town. Copper Penny Park's developer was contacted regarding the two items of note at that

location. Immediate safety concerns at each park were noted and prioritized. Some items will be replaced, some will be repaired to address safety concerns. Council is looking at a draft Capital Improvement Plan in the amount of 175,000 over the next 5 years for upgrades for the playground equipment at the Town parks. Older equipment will need to be completely replaced. Staff would like direction on creating a 5-year plan for replacement and how we will go about replacing the various playgrounds. The \$75K in 21/22 will be used to replace and repair the most immediate concerns.

Public input may be sought once the 5-year plan is established. Accessibility will also be considered when replacing equipment.

Commissioners asked Staff to move forward with developing a 5-year plan, then bring it to the Commission along with some of the key elements of the park assessment.

AGENDA ITEM: SELNA MONGINI PARK – Discussion and possible consideration of the Selna Mongini park plan.

Manager Westcott stated the following regarding the Selna Mongini Park planning process:

- Community partners are being consulted regarding development of the water feature
- An outdoor classroom concept is under development for this site
- After speaking with The State Historical Preservation Organization (SHPO), the lawn located at the old ball field may be re-drafted in the shape of a ballfield
- An amphitheater has been moved onto the Mongini portion of the property
- Playground tot lot and older children's playground has been moved down near the ramada
- A movie wall arch has been added in the location of home plate
- The water feature is being developed on a slope near the Southern side of the park
- ADQ will inspect the water feature once it is developed and built

Commissioners expressed support for the current draft plan, especially the new integration of a scientific educational element.

As part of the Land Water Conservation Fund Grant (LWCF) application process, a Vision and Mission Statement for the park has been developed by volunteer, Felicia Coates:

Clarkdale Parks & Rec:

Vision: *"Connecting People to Clarkdale"*

Mission: *"Creating opportunities for people to enjoy and get involved in our Clarkdale experience by uniting, cultivating and protecting the small town experience and our environment."*

Selna-Mongini Park DRAFT

Mission:

*"To revitalize S-M Park so that it is once again a hub of community activity"***

Guiding Principles:

1. Small town experience

Hospitality/welcoming. People are committed and proud of their town. Surrounded by beautiful natural environment. Serene / comfortable. A safe environment. Traditions bringing people of different social groups, different generations, and surrounding towns together.

2. Accessibility and inclusion

Ensure equal access to recreation to everyone to support a healthy community. Park to be open and accessible to ethnically diverse groups, low income users, visitors with disabilities, children and youth, teenagers, families, seniors, LGBTQ, etc.

3. Environmentally Sustainable

Design the Park with sustainability principles in mind, i.e., maintaining a balance between park features and the services the park provides with protecting our local environment.

4. Conservation of Resources

Design the Park to conserve water and energy, e.g., use of "green" technology, smaller footprint (less concrete), etc.

5. Individual and community wellness

Consider the positive benefits of outdoor recreation on community mental / physical health and community economic health in the design of the Park.

6. Community engagement

The community needs to be engaged to support and advocate for the protection and sustainable management of the Park. Design Park such that it can a) support features that engage youth and underserved (low income, ethnically diverse, LGBTQ), community groups; and b) provide education for youth using the Park's recreation facilities. Ensure that these same groups continue to be involved in the planning of the Park, its development and long-term stewardship.

7. Collaboration and partnerships

From planning through stewardship of the Park, improve efficiency and attain a better Park by collaborating with various groups (volunteers, friend's groups, other Parks & Rec organizations, local communities, local businesses, etc.) on Park design and operations (marketing, resource management, safety, maintenance, education, etc.). Establish "collaborative connectivity" not only between organizations but also between Town recreation areas.

8. Education

Collaborate with local schools and youth serving organizations to develop environmental education programs that communicate the value of parks /open space and teach the importance of conservation and sustainability such as Leave No Trace. Use the Park and its facilities as a training center.

9. Outreach

Use all means of communication/technology to promote the Park and all its features / benefits.

10. Safety

All visitors should feel safe in the park. Design the Park to minimize the potential for accidents (while using park features) leading to injuries. Design the Park to minimize police patrols.

11. Low maintenance

Design the Park with low maintenance in mind. Park maintenance includes all the work necessary to keep a public park area safe, clean, and operating efficiently. Maintenance

responsibilities are vast including landscaping, managing irrigation, cleaning of restrooms, park buildings, and picnic shelters, etc.

12. Cleanliness

Parks are only as good as their upkeep. Beyond Town staff clean-up efforts, promote the importance of Park visitors keeping their Park clean.

This DRAFT list of Guiding Principles is based on public input, the Mission statement, grant considerations [SCORP criteria], etc.

Commissioners recommended the following changes to the Mission and Guiding Principle extended language:

- Add ‘*while*’ to principal 3 definition. “Design the Park with sustainability principles in mind, i.e., maintaining a balance between park features and the services the park provides *while* protecting our local environment.”
- Add ‘*water feature*’ to principal 11. “Design the Park with low maintenance in mind. Park maintenance includes all the work necessary to keep a public park area safe, clean, and operating efficiently. Maintenance responsibilities are vast including landscaping, managing irrigation, cleaning of restrooms, *maintenance of water feature*, park buildings, and picnic shelters, etc.

AGENDA ITEM: 2022 PARKS & RECREATION STRATEGIC PLAN- Work session to develop the 2022 Parks & Recreation Strategic Plan.

The following Vision and Mission statements were endorsed by all members of the Commission:

Vision: It is our vision to create a happy and healthy community where residents can live, learn, and play together.

Mission: Enhance the quality of life in Clarkdale by providing engaging community public spaces and recreational opportunities that promote and sustain our unique environment, resources, and history.

AGENDA ITEM: FUTURE AGENDA ITEMS – Listing of items to appear on future agendas.

Return to in-person meetings

Parks and Recreation Strategic Plan - Values

4th of July

AGENDA ITEM: ADJOURNMENT

With no objection, meeting adjourned at 6:34 PM.

APPROVED:

Chairperson, Allyn Backus

SUBMITTED BY:

Parks and Recreation Coordinator, Chell Smart